

**Tasking Memorandum No. 99-242**

**Memorandum For Cdrs DCMCs, DCMC CAOs**

**Subject:** Deployment of the Web Invoicing System (WInS) Electronic Data Interchange (EDI) Progress Payment Module (TASKING)

**Date:**

**Suspense Date: August 30, 99 and September 20, 99**

**Target Audience:** DCMC Commanders, Operations Chiefs, Contracts Senior Functional Advisors, and DCMC personnel involved in administration of progress payments, and all DCMC Systems Administrators at the CAOs listed on Attachment 1, and District Progress Payments Process Champions

**Background:**

- EDI Progress Payments is a DCMC initiative under Management Reform Memorandum No. 2, Paperless Contracting. The DCMC goal is to have 90% of all progress payment requests submitted by EDI by the end of CY 1999.
- This goal is very important to DCMC, and achievement of it will require the active support of CAO commanders. CAO commanders should ensure that every effort is made to increase contractor participation.
- The EDI Progress Payment Module for the WInS is ready for use. WInS is another way for contractors to enter the EDI environment. It is a WWW based application that the contractor uses to enter a progress payment request. WInS produces an EDI transaction out the "back end", which is transmitted to MOCAS. The ACO uses the Standard Electronic Processing System (SEPS) to process EDI progress payments, including both those generated through WInS or other Value Added Network (VAN) based submissions.
- The WInS application does not replace Value Added Network generated EDI progress payments, but it is an alternative to that process.
- The Paperless Contracting Center (Boston) will provide technical assistance, including:
  - Act as liaison for SEPS install / connectivity issues
  - Conduct compliance and connectivity testing with contractor
  - Advise CAO of contractor testing / readiness
  - Review / Certify contractors for production
  - Provide customer service for ACO and contractor
  - Change Flag from Test to Production
  - Provide continuous assistance
  - The Paperless Contracting Center (Boston) Point of Contact is Mr. Kevin Carroll, [kcarroll@dcmdc.dla.mil](mailto:kcarroll@dcmdc.dla.mil), telephone: (617) 753-3092
- DFAS' Electronic Commerce Office also has an ongoing outreach program to get contractors to use EDI billing methods, and to describe the WInS progress payment module.
- While this tasking is primarily to reach out to high volume contractors, CAOs should be proactively working with all contractors to increase the use of EDI for progress payments.

### Requirements:

- This tasking directs CAOs to get the selected high volume contractors listed on attachment 1 to submit EDI progress payments using the WInS, and to personally visit contractors unwilling to participate.
  - The attached letter, (attachment 2) appropriately modified, should be sent by the CAO Commander, as soon as possible, to the contractor official in the best position to decide whether the contractor will participate in EDI Progress Payments. The letter may be faxed or emailed.
  - Follow up visits with contractors not willing to use EDI will be conducted by the CAO Commander to obtain contractor participation. The visit may be delegated to the Deputy.
  - Designate a coordinator to monitor contractor use of the EDI progress payment process, to ensure that the maximum number of progress payment requests are processed through the EDI method, and to serve as a point of contact for District and DCMC HQ inquiries.
  - Each CAO will provide a brief report to the District Commander regarding the results of the contact, and of the visit if needed. Report (attachment 3) shall be submitted by **August 30, 1999**.
- The District Commanders will contact each contractor who declines to use EDI to emphasize the benefits of the process, and to press the contractor to reconsider. District Commanders will provide results of their contacts to DCMC-OA by **September 20, 1999**.
- No training on WInS is needed, since the contractors can obtain instructions at the DFAS log on, at: <https://ecweb.dfas.mil/notes.html>.
- DCMC personnel who administer progress payments, and who have not yet had training on SEPS, should obtain it as soon as possible. SEPS training can be done in three hours or less. An ACO experienced with SEPS can train others. The SEPS manual, is available at [http://www.dcmc.hq.dla.mil/dcmc\\_o/cbo/finance/SEPS-tbl.htm](http://www.dcmc.hq.dla.mil/dcmc_o/cbo/finance/SEPS-tbl.htm)
  - NOTE: SEPS should be activated at each CAO site following the procedures outlined in the checklist (Attachment 4).
- District Progress Payment Process Champions are available to assist CAOs in resolving contractor concerns related to EDI implementation. The District Process Champions are:
  - . DCMDE:
    - Process Champion: Ms. Barbara O'Connell
    - Phone Number: 617-753-4439
    - E-Mail Address: [boconnell@dcmdc.dla.mil](mailto:boconnell@dcmdc.dla.mil)
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  - . DCMDW:
    - Process Champion: Mr. Larry Andrews
    - Phone Number: 310-900-6546
    - E-Mail Address: [landrews@link.dcmdw.dla.mil](mailto:landrews@link.dcmdw.dla.mil)

- . DCMDI:
  - Process Champion: Ms. Charlene Hammaker
  - Phone Number: 703-767-2792
  - E-Mail Address: [charlene\\_hammaker@hq.dla.mil](mailto:charlene_hammaker@hq.dla.mil)
- References useful to this tasking include:
  - SEPS Manual: [http://www.dcmc.hq.dla.mil/dcmc\\_o/cbo/finance/SEPS-tbl.htm](http://www.dcmc.hq.dla.mil/dcmc_o/cbo/finance/SEPS-tbl.htm)
  - DCMC Home Page information on EDI:  
[http://www.dcmc.hq.dla.mil/dcmc\\_o/cbo/finance/SEPS-tbl.htm](http://www.dcmc.hq.dla.mil/dcmc_o/cbo/finance/SEPS-tbl.htm)
  - DCMC One Book Chapter, Progress Payments Based On Costs,  
<http://www.dcmc.hq.dla.mil/onebook/9.0/9.2/ProgressPay.htm>
  - Paperless Contracting Center (Boston) Home page: <http://www.dcmde.dla.mil/ediec.htm>
  - DFAS WInS Information and Manual: <https://ecweb.dfas.mil/relnotes.htm>
- Efforts under this tasking should be charged to PLAS code 145, Progress Payments.

**Point of Contact for Further Information:**

Timothy Frank, [tim\\_frank@hq.dla.mil](mailto:tim_frank@hq.dla.mil), Contract Business Operations Team, DCMC-OA, (703) 767-343 1

**Signature:**



JILL E. PETTIBONE  
Executive Director  
Contract Management Operations

Attachments (4)

# HIGH VOLUME NON-EDI PROGRESS PAYMENT CONTRACTORS

CAGE	Contractor Name	CAO Code	PPR Vol	WlnS	PPR \$
	<b>DCMC Birmingham</b>				
05UW4	DEVOE AND MATTHEWS INC	AB	4		\$31,196
08JC2	LAVELLE CO INC	AB	5		\$231,809
09BG8	SUMMA TECHNOLOGY INC	AB	4		\$547,854
0AW83	SECA INC	AB	3		\$42,694
0BJH4	SUMMA TECHNOLOGY INC	AB	8	W	\$575,275
0D9S1	TIME DOMAIN CORP	AB	3		\$16,241
0DEW1	CFD RESEARCH CORP	AB	18	W	\$500,693
0DP92	MORGAN RESEARCH CORP	AB	6		\$100,664
0DS93	SOUTHERN DEFENSE SYSTEMS INC	AB	5		\$328,269
0EXA1	AEGIS RESEARCH CORP	AB	5		\$78,277
0P3T7	AZ TECHNOLOGY INC	AB	4		\$111,010
14925	TELEDYNE INDUSTRIES INC	AB	3		\$746,737
24290	PEI ELECTRONICS INC	AB	11	W	\$5,469,020
2J622	SCI TECHNOLOGY INC	AB	5		\$2,139,827
3J750	PHYSITRON INC	AB	6		\$102,038
55827	DME CORP	AB	15		\$1,394,684
62006	ATLANTIC RESEARCH CORP	AB	7		\$3,847,368
75324	ALLIANT TECHSYSTEMS INC	AB	8	W	\$2,846,419
7D457	RIDGE INSTRUMENT CO INC	AB	3	W	\$929,296
9W514	WINTEC INC	AB	6		\$294,176
	20	<b>AB Count</b>	20		
	<b>DCMC APMO</b>				
2D843	PEMCO AEROPLEX INC	AE	20		\$1,149,076
3N601	COMPOSITE SOLUTIONS CORP	AE	3		\$1,492,542
6Z339	LOCKHEED AEROMOD CENTER INC	AE	12		\$1,636,326
	3	<b>AE Count</b>	3		
	<b>DCMC Northrop Grumman, St. Augustine</b>				
08DR5	NORTHROP GRUMMAN FIELD	AG	3		\$1,371,122
61174	NORTHROP GRUMMAN	AG	15		\$12,289,752
	2	<b>AG Count</b>	2		
	<b>DCMC Orlando-Harris</b>				
66948	HARRIS CORP	AH	6		\$15,594,511
77245	HARRIS CORP	AH	8		\$1,785,385
	2	<b>AH Count</b>	2		
	<b>DCMC Lockheed Martin Marietta</b>				
74703	LOCKHEED MARTIN AEROSNAUTICAL	AL	4		\$1,685,396
	1	<b>AL Count</b>	1		
	<b>DCMC Lockheed Martin Orlando</b>				
03953	BOEING NORTH AMERICAN INC	AM	3		\$17,603,788
04WF2	Longbow LLC	AM	3		\$29,440,260
0NES4	LOCKHEED MARTIN CORP	AM	5		\$160,000

	3	<b>AM Count</b>	3		
	<b>DCMC Orlando</b>				
03WJ4	TECHNICAL PRODUCTS GROUP INC	AO	7		\$2,958,466
0A3U6	PHOTONIC SYSTEMS INC	AO	4		\$76,230
0MTR4	DATA VOICE INC	AO	3		\$143,146
0NF98	JARDON AND HOWARD TECH INC	AO	27		\$482,664
0TB78	CARLEY CORP	AO	8		\$119,816
0TPU8	BURNES H N ENGINEERING SERV	AO	3		\$81,243
0W200	DME CORP	AO	9		\$882,400
1BN77	MODUS OPERANDI INC	AO	6		\$112,964
1DF99	APPLIED TECHNOLOGY ASSOCIATE	AO	3		\$43,008
1FK35	RAYTHEON SYSTEMS GEORGIA INC	AO	5		\$2,051,461
22830	SYMETRICS ORDNANCE INC	AO	3		\$836,912
2J684	I-MATH ASSOCIATES INC	AO	3		\$76,769
30163	DSE INC	AO	3		\$375,975
30595	DBA SYSTEMS INC	AO	3		\$60,975
34860	LITTON SYSTEMS CO	AO	6		\$1,428,531
41891	U S HARDWARE SUPPLY INC	AO	10		\$771,793
5U755	COLEMAN RESEARCH CORP	AO	4		\$50,519
7A529	SPARTON ELETRONICS FL	AO	5		\$1,116,100
	18	<b>AO Count</b>	18		
	<b>DCMC Americas Puerto-Rico</b>				
0C5G5	DJ MFG CORP	AP	3		\$2,026,443
	1	<b>AP Count</b>	1		
	<b>DCMC Clearwater</b>				
00724	RAYTHEON E-SYSTEMS INC	AW	3	W	\$3,895,518
00M13	MULTIPLE SERVICE TECHNOLOGIES	AW	4		\$89,727
09128	HONEYWELL INC/SPACE	AW	6	W	\$1,891,912
0BFA5	HONEYWELL INC	AW	8		\$13,533,225
0HSA4	AERO SIMULATION INC	AW	8		\$974,810
0PZZ2	LANCE ORDNANCE CO INC	AW	4		\$673,906
1M813	ELECTROMECHANICAL SYSTEMS	AW	6		\$1,051,553
4V721	UBC INC	AW	4		\$66,589
56672	SYN-TECH SYSTEMS INC	AW	4		\$181,433
	9	<b>AW Count</b>	9		
	<b>DCMC Atlanta</b>				
01YK0	APPLIED SYSTEMS INTELLIGENCE	AZ	3		\$63,390
0JFE6	AVIONICS-SEASONICS INTL INC	AZ	4		\$550,109
0KJ51	ADVANCED AEROSPACE MATERIALS	AZ	3		\$396,112
0N699	SIGCOM INC	AZ	3		\$1,233,268
0TY37	DIGITAL OPTICS CORP	AZ	3		\$28,961
0YL13	LUCENT TECHNOLOGIES INC	AZ	6		\$3,429,996
30606	PYROTECHNIC SPECIALTIES INC	AZ	3		\$443,539
51215	BOEING NORTH AMERICAN INC	AZ	5		\$6,372,244
9X363	TRAINGLE RESCH AND DEVELMNT	AZ	3		\$30,049
	9	<b>AZ Count</b>	9		

	<b>DCMC Boston</b>				
02131	L-3 COMMUNICATIONS/SEABEAM	DB	4		\$195,533
03860	LAU ACQUISITION CORP	DB	21		\$2,265,930
06KL8	SUNTECH ASSOCIATES	DB	5		\$26,306
06MN5	EVANS CAPACITOR INC	DB	3		\$28,246
0DNZ3	SEACON PHOENIX INC	DB	3		\$256,229
0KT97	SCIENTIFIC SYSTEMS CO	DB	16		\$248,398
0RG49	I-KINETICS INC	DB	6		\$97,957
14139	AINSLIE CORP	DB	10		\$432,313
1CN88	HITTITE MICROWAVE CORP	DB	5		\$73,029
1FUE6	ELECTRON POWER SYSTEMS INC	DB	3		\$27,206
1H128	CAMBRIDGE COLLABORATIVE INC	DB	4		\$89,517
1JB94	SATCON TECHNOLOGY CORP INC	DB	9		\$142,441
20722	ENTWISTLE CO THE	DB	8		\$2,620,883
23383	DYNAMICS RESEARCH CORP	DB	8		\$157,867
30233	FOSTER-MILLER INC	DB	11		\$177,802
30616	EASTERN MICROWAVE CORP	DB	3		\$99,578
39365	MAYFLOWER COMMUNICATIONS CO	DB	3		\$59,041
3J847	RADANT TECHNOLOGIES INC	DB	3		\$80,282
4A457	TASC INC	DB	6		\$738,662
63114	VISIDYNE INC	DB	4		\$27,167
7E954	AERODYNE RESEARCH INC	DB	3		\$49,702
8K901	PHYSICAL SCIENCES INC	DB	5		\$7,269
9B484	ARCON CORP	DB	4		\$42,860
9W641	CHARLES RIVER ANALYTICS INC	DB	9		\$160,322
	24	<b>DB Count</b>	24		
	<b>DCMC Hartford</b>				
05201	ADVANCE DEVELOPMENT AND MFG	DC	3		\$364,456
09HJ3	INTERNATIONAL ELECTRONIC	DC	3		\$101,713
0M7T7	ANALYSIS AND TECHNOLOGIES INC	DC	4		\$340,637
0TMF0	HONTEK CORP	DC	3		\$106,024
34228	KOLLMORGEN CORP	DC	8		\$1,176,837
62399	BST SYSTEMS INC	DC	5		\$186,881
84955	KAMAN AEROSPACE GROUP INC	DC	3		\$660,360
87362	YARDNEY TECHNICAL PRODUCTS	DC	3		\$123,751
8V456	MILLITECH CORP	DC	3		\$98,600
92059	KAMAN AEROSPACE CORP	DC	7		\$494,083
96336	ENSIGN-BICKFORD CO THE	DC	5		\$280,146
	11	<b>DC Count</b>	11		
	<b>DCMC Boston-Manchester</b>				
0GBF3	CREATIVE APPAREL ASSOCIATES	DD	3		\$2,977,303
1HT10	DIVERSIFIED OPTICAL PRODUCTS	DD	3		\$618,501
59991	TECH RESOURCES INC	DD	25		\$643,264
89944	KOLLSMAN INC	DD	6		\$5,924,944
	4	<b>DD Count</b>	4		
	<b>DCMC Syracuse Buffalo</b>				

0L7R7	TECMOTIV U S A INC	DF	3		\$132,180
0TTJ6	COMPTTEK FEDERAL SYSTEMS INC	DF	3		\$359,765
12115	SIERRA TECHNOLOGIES INC	DF	19		\$2,462,181
43833	ANALYSIS AND SIMULATION INC	DF	5		\$123,676
7M495	AMHERST SYSTEMS INC	DF	7		\$178,080
94697	MOOG INC	DF	5		\$1,063,534
	6 <b>DF Count</b>		6		
	<b>DCMC Syracuse</b>				
06JJ5	LOCKHEED MARTIN INTEGRATED	DG	7	W	\$20,520,151
0ZBM9	BYELOCORP SCIENTIFIC INC	DG	3		\$139,318
75670	INTEGRATED SENSORS INC	DG	4	W	\$34,917
99551	LUCAS WESTERB INC/LUCAS	DG	15	W	\$266,865
	4 <b>DG Count</b>		4		
	<b>DCMC GE Lynn</b>				
99251	LITTON SYSTEMS CO	ED	6	W	\$417,661
	1 <b>ED Count</b>		1		
	<b>DCMC Chicago Milwaukee</b>				
02686	UTILITY TOOL AND BODY CO INC	GB	4		\$716,211
21269	ESSEX ELECTRO ENGINEERS INC	GB	6		\$1,227,213
21439	ESSEX ELECTRO ENGINEERS INC	GB	3		\$1,051,292
27555	ORBITAL SCIENCES CORP	GB	12	W	\$3,923,833
53610	SCIAKY INC	GB	5		\$1,008,684
96953	MCNALLY INDUSTRIES INC	GB	3	W	\$210,179
	6 <b>GB Count</b>		6		
	<b>DCMC Chicago</b>				
55284	ALLIED SIGNAL INC	GD	9		\$2,085,646
0CBB4	GTA CONTAINERS INC	GD	3		\$305,031
1A107	LABORATORY EQUIPMENT CORP	GD	3		\$86,043
	3 <b>GD Count</b>		3		
	<b>DCMC Detroit Grand Rapids</b>				
01BB2	BORISCH MFG CORP	GN	4		\$115,549
02978	GENERAL DYNAMICS	GN	3		\$1,396,150
0AK83	HIGHLAND ENGINEERING INC	GN	7		\$152,822
0VSZ5	SIGNATURE RESEARCH INC	GN	3		\$35,922
	4 <b>GN Count</b>		4		
	<b>DCMC Baltimore-Silver Spring</b>				
2Y363	IMI SERVICES USA INC	HA	5		\$3,019,289
	1 <b>HA Count</b>		1		
	<b>DCMC Cleveland</b>				
1B2P1	CLEVELAND MEDICAL DEVICES	JB	3		\$23,366
1F460	ERIE FORGE AND STEEL INC	JB	5		\$375,276
	2 <b>JB Count</b>		2		
	<b>DCMC Dayton</b>				
032G3	INNOVATIVE SCIENTIFIC	JF	6		\$55,369
0HY38	WARRIOR TECHNOLOGIES INC	JF	16		\$386,350
0KN44	BLACK TECHNOLOGY CORP	JF	3		\$86,123

0TTY3	AEROSFLEX LINTEK CORP	JF	6		\$2,281,990
1P423	SYSTRAN CORP	JF	4		\$37,787
1Z612	ADTECH SYSTEMS RESEARCH INC	JF	5		\$57,992
2AAB6	HUGHES TRAINING	JF	5		\$301,560
2AAD6	INTELX CORP	JF	3		\$183,065
2X262	MIL-MAR CENTURY CORP	JF	8		\$573,236
61742	XETRON CORP	JF	5		\$1,864,694
65141	U S AEROSTEAM INC	JF	4		\$829,671
66126	KDI PRECISION PRODUCTS INC	JF	3		\$3,327,202
6W728	OGARA-HESS AND EISENHARDT	JF	3		\$11,193,142
80045	CINCINNATI ELECTRONICS CORP	JF	8		\$895,177
94833	KECO INDUSTRIES INC	JF	23		\$7,190,880
	15 <b>JF Count</b>		15		
	<b>DCMC Detroit</b>				
03104	TELEDYNE INDUSTRIES INC	JJ	43	W	\$2,022,001
09136	BAY CITY SHOVELS INC	JJ	8	W	\$307,884
32842	MINOWITZ MFG CO	JJ	8		\$763,934
7N695	MAJESTIC METAL	JJ	6		\$540,336
	4 <b>JJ Count</b>		4		
	<b>DCMC Americas</b>				
1C778	BOMEM INC	JR	3		\$305,734
35013	HAWKER SIGGELEY CANADA INC	JR	6		\$337,912
36164	HEROUX INC	JR	15		\$808,110
38753	CANADIAN MARCONI CO	JR	3		\$101,533
90073	CANADIAN MARCONI CO	JR	8		\$2,469,594
	5 <b>JR Count</b>		5		
	<b>DCMC Dallas</b>				
0BK64	OPTEX SYSTEMS INC	LB	10	W	\$738,567
0GCL4	RAYTHEON SYSTEMS CO	LB	4		\$7,081,585
24039	VARO LLC	LB	5		\$376,229
33875	RAYTHEON E-SYSTEMS INC	LB	4		\$18,535,893
53988	HUGHES TRAINING INC	LB	12	W	\$6,230,410
63812	FRONTIER ELECTRONIC SYSTEMS	LB	7	W	\$1,053,972
6S522	VERSATILE MACHINING INC	LB	3	W	\$53,599
94414	DATRON INC	LB	7	W	\$4,300,384
95105	ROCKWELL COLLINS INC	LB	25	W	\$11,543,692
	9 <b>LB Count</b>		9		
	<b>DCMC Phoenix</b>				
00277	MORROW PAUL CO	LD	3		\$255,134
02LU7	ALLIEDSIGNAL INC	LD	50		\$807,318
0F691	TPL INC	LD	3	W	\$15,251
0F949	VOSS SCIENTIFIC	LD	4		\$214,457
1EG13	LAGUNA INDUSTRIES INC	LD	3		\$1,458,370
29674	EG AND G MANAGEMENT SYSTEMS	LD	3		\$621,201
51913	WALKER POWER SYSTEMS	LD	4		\$514,140
51998	UNIVERSAL PROPULSION CO INC	LD	5		\$1,734,471



54786	SIMULA SAFETY SYSTEMS INC	LD	8		\$439,165
65552	CELTECH CORP	LD	5	W	\$504,997
67285	WESTAR CORP	LD	3	W	\$81,108
9R446	APPLIED RESEARCH ASSOCIATES	LD	5	W	\$106,393
	12	<b>LD Count</b>	12		
	<b>DCMC San Antonio</b>				
09552	ATEC INC	LE	9		\$809,405
0VY13	ENGINEERING SPECTRUM INC	LE	6		\$115,380
19397	MARCONI AEROSPACE DEFENSE	LE	32		\$5,341,205
48300	SYSTEMS AND PROCESSES ENGINR	LE	7		\$335,642
71670	KWD MFG INC	LE	10		\$212,784
	5	<b>LE Count</b>	5		
	<b>DCMC Stewart and Stevenson</b>				
0FW39	TACTICAL VEHICLE SYSTEMS	LX	4		\$5,810,001
	1	<b>LX Count</b>	1		
	<b>DCMC Santa Ana</b>				
02SF5	KAMP SYSTEMS INC	NC	4		\$196,971
05439	CALCOR SPACE FACILITY INC	NC	6		\$1,581,907
0A4F5	KOR ELECTRONICS INC	NC	9		\$229,666
0H7D7	AEROSPACE DESIGN INC	NC	5		\$315,619
0PM33	BAKHITAR ASSOCIATES	NC	3		\$75,180
0VV85	CAMPBELL PLASTICS	NC	5		\$1,182,507
13309	U S ORDNANCE CO	NC	3		\$102,553
4A785	ASI SYSTEMS INTL	NC	3		\$195,769
51462	CARTWRIGHT ELECTRONICS INC	NC	6		\$592,399
51489	PLASTICS RESEARCH CORP	NC	3		\$66,204
59027	WESTERN DESIGN HOWDEN CORP	NC	19		\$1,791,850
94756	BOEING NORTH AMERICAN INC	NC	10		\$3,613,625
	12	<b>NC Count</b>	12		
	<b>DCMC San Diego</b>				
087U3	INTNL SPACE ENTERPRISES	NF	3		\$155,976
0YJB5	GENERAL ATOMICS AERONAUTICAL	NF	10		\$9,067,575
47358	VIASAT INC	NF	4		\$420,439
52302	SCIENCE APPLICATIONS INTL	NF	4		\$2,018,755
54817	AUTEK SYSTEMS CORP	NF	4		\$139,512
6N808	COMPOSITE OPTICS INC	NF	3		\$334,756
94987	CUBIC DEFENSE SYSTEMS INC	NF	29		\$22,732,173
	7	<b>NF Count</b>	7		
	<b>DCMC Van Nuys</b>				
06129	RAYTHEON CO	NH	18		\$6,537,466
06481	LITTON SYSTEMS INC	NH	16		\$5,615,001
064H2	MARVIN LAND SYSTEMS INC	NH	6		\$3,995,703
07690	MARCONI ASTRONIC INC	NH	9		\$4,705,109
0JG38	JOPANA TECHNOLOGIES INC	NH	3		\$118,949
0K700	AMERICAN GNC CORP	NH	6		\$124,684
0L1E5	LOCKHEED MARTIN CORP	NH	6		\$7,029,708

0RTD4	UNIAX CORP	NH	5		\$90,000
0W9B7	CENTAR	NH	3		\$40,904
11982	TRW SPACE AND DEFENSE SECTOR	NH	7		\$2,036,602
13973	LITTON SYSTEMS INC	NH	8		\$3,216,083
1BP53	FRONTIER TECHNOLOGY INC	NH	3		\$35,575
1C2N9	CEI SYSTEMS INC	NH	3		\$1,322,437
1FMH0	NOVA RESEARCH INC	NH	3		\$8,551
1G992	MISSION RESEARCH CORP	NH	4		\$34,196
28573	AMERICAN NUCLEONICS CORP	NH	3		\$179,872
4U552	TOYON RESEARCH CORP	NH	3		\$20,338
54459	SPACE VICTOR CORP	NH	5		\$2,539,611
63910	MARCONI FLIGHT SYSTEMS INC	NH	7		\$2,586,001
7X664	HI-SHEAR TECHNOLOGY CORP	NH	4		\$559,924
9Y314	TECHNOMIC INC	NH	3		\$70,418
	21	<b>NH Count</b>	21		
	<b>DCMC San Francisco</b>				
04KN2	PANGAEA	NL	4		\$45,489
05FX2	APPLIED AERO LLC	NL	3		\$80,886
05TE7	VIRAGE INC	NL	4		\$128,442
05YF8	MAKEL ENGINEERING INC	NL	3		\$39,421
06331	TELEDYNE INDUSTRIES INC	NL	11		\$539,498
09344	KAISER ELECTRONICS A KAISER	NL	9		\$526,946
0MH33	COMMUNICATIONS AND POWER	NL	3		\$448,822
0MHN6	COMMUNICATIONS AND POWER	NL	3		\$462,824
0ZZ07	BCL COMPUTER	NL	6		\$189,789
10640	QUANTIC INDUSTRIES INC	NL	5		\$1,872,894
12058	TRI-EX TOWER CORP	NL	3		\$885,201
15280	LITTON SYSTEMS INC	NL	21	W	\$4,615,096
1HJ84	LASERGENICS CORP	NL	4		\$34,630
28815	TRW INC	NL	7		\$3,056,367
62065	CONDOR SYSTEMS INC	NL	23	W	\$4,467,552
8X691	SIERRA NEVADA CORP	NL	5	W	\$1,963,426
99313	COMMUNICATIONS AND POWER IND	NL	23		\$1,019,095
9X870	DELFIN SYSTEMS CORP	NL	3		\$765,886
9Y605	ADVANCED ROTOCRAFT TECH INC	NL	3		\$97,213
	19	<b>NL Count</b>	19		
	<b>DCMC Boeing Seattle</b>				
80515	BOEING CO THE	NM	10		\$995,399
	1	<b>NM Count</b>	1		
	<b>DCMC Lockheed martin Missiles and Space</b>				
06887	LOCKHEED MARTIN CORP	NO	3		\$8,458,272
	1	<b>NO Count</b>	1		
	<b>DCMC Seattle</b>				
21562	PRIMEX AEROSPACE CO	NS	9		\$3,297,191
63952	EDERER INC	NS	3		\$216,501
9M695	ANALYTICAL METHODS INC	NS	4		\$43,193

		3	<b>NS Count</b>	3		
	<b>DCMC Boeing Long Beach</b>					
43999	BOEING NORTH AMERICAN INC		NY	5	W	\$2,555,701
		1	<b>NY Count</b>	1		
	<b>DCMC Northrop Grumman Hawthorne</b>					
1W025	NORTHROP GRUMMAN CORP		NZ	4	W	\$8,168,080
		1	<b>NZ Count</b>	1		
	<b>DCMC New York</b>					
053D6	MATRIX RESEARCH CO INC		SB	8		\$244,472
0JF31	FLOW ANALYSIS INC		SB	3		\$22,375
8B805	EUR-PAC CORP		SB	7		\$190,775
		3	<b>SB Count</b>	3		
	<b>DCMC Long Island</b>					
00752	AIL SYSTEMS INC		SC	4		\$2,452,356
0DRX9	ADVANCED TESTING		SC	17		\$1,071,417
34874	MICROWAVE POWER DEVICES INC		SC	3		\$1,394,623
51828	BREN-TRONICS INC		SC	4		\$323,566
55314	DYNAMIC INDUSTRIES CORP		SC	3		\$87,170
60877	SUPPORT SYSTEMS ASSOCIATES		SC	13		\$134,937
65273	LAUMANN MFG CORP		SC	5		\$167,311
6K539	CHARL INDUSTRIES INC		SC	15		\$173,531
72314	LOCKHEED MARTIN CORP		SC	5		\$1,327,559
80249	HAZELTINE CORP		SC	12		\$3,758,371
82340	EDO CORP		SC	24		\$1,237,094
9U679	CPI AEROSTRUCTURES INC		SC	3		\$176,651
		12	<b>SC Count</b>	12		
	<b>DCMC Springfield</b>					
06003	SYMTRON SYSTEMS INC		SE	3		\$721,043
006A5	VALENTEC SYSTEMS INC		SE	5		\$3,927,853
073M5	ATLANTIC CONSULTING		SE	7		\$166,850
14058	DEWEY ELECTRONICS CORP THE		SE	4		\$874,318
16786	FEL CORP		SE	14		\$5,186,154
1 BAD7	APMR MICROWAVE INC		SE	3		\$79,504
34230	ISLIP TRANSFORMER		SE	3		\$61,881
		7	<b>SE Count</b>	7		
	<b>DCMC Springfield-GEC Kearfott</b>					
ODODO	MARCONI AEROSPACE SYSTEMS IN		SJ	15		\$4,963,429
		1	<b>SJ Count</b>	1		
	<b>DCMC Hamilton Stratford</b>					
8F963	RAYTHEON OPTICAL SYSTEMS INC		SK	4		\$2,727,666
93742	DYNAMICS CORP OF AMERICA		SK	5		\$1,863,782
		2	<b>SK Count</b>	2		
	<b>DCMC Baltimore, MD</b>					
058R1	TECHNISPAN LLC		WB	3		\$76,725
07BH1	CONDUCTING MATERIALS CORP		WB	7		\$126,065
09PT6	EPITAXIAL TECHNOLOGIES LLC		WB	4		\$343,083

0H1J9	CALIFORNIA MICROWAVE INC	WB	3		\$4,640,814
0P4L4	RJO ENTERPRISES INC	WN	20		\$1,716,939
0R390	SCIENCE AND ENGINEERING SERV	WB	3		\$279,394
0RJ93	PIONEER UAV INC	WB	37	W	\$4,460,729
0RK79	F AND M MFG	WB	4		\$2,484,176
0U5N7	SFA INC	WB	3	W	\$295,382
0Z752	MANUFACTURING ENGINEERING SY	WB	3		\$215,728
23667	ENVIRONMENTAL TECH GROUP INC	WB	11	W	\$2,238,546
4F854	KAHN HARRY ASSOCIATES INC	WB	38		\$289,468
53247	PRODUCTS SUPPORT INC	WB	4		\$324,234
6Y852	TECHNICAL AND MNGT SERVICES	WB	8		\$196,667
86360	ORBITAL SCIENCES CORP	WB	6		\$3,388,099
97384	AAI CORP	WB	12	W	\$1,728,551
	16	<b>WB Count</b>	16		
	<b>DCMC Philadelphia-Reading</b>				
05LC1	TECHNOLOGY PARTNERS INC	WC	3		\$58,881
1T434	THERMOCORE INC	WC	3		\$58,912
28726	BULOVA TECHNOLOGIES INC	WC	4	W	\$3,242,787
29381	GICHNER SYSTEMS GROUP INC	WC	15		\$5,331,191
4X143	POCAL INDUSTRIES INC	WC	7	W	\$3,920,761
99938	MEDICO INDUSTRIES INC	WC	4		\$1,077,980
	6	<b>WC Count</b>	6		
	<b>DCMC Pittsburgh</b>				
0HLR1	IMPISA INTL INC	WD	3		\$2,760,653
70272	ALLIANT TECHSYSTEMS INC	WD	3		\$489,064
	2	<b>WD Count</b>	2		
	<b>DCMC Philadelphia</b>				
07780	PODCON INC	WG	4		\$115,157
09JX4	ILC DOVER INC	WG	4		\$2,689,191
0EW32	MACH INC	WG	3		\$38,039
0GHS0	M TECHNOLOGIES INC	WG	7		\$195,197
0UEZ9	ARMAND CORP	WG	4		\$22,697
1BV44	GENERAL SCIENCES INC	WG	5		\$77,789
3L266	UNITED TEREX INC	WG	4		\$360,793
41845	PARTNERSHIPS LTD INC	WG	3		\$20,557
55096	FRASER-VOLPE CORP	WG	3		\$251,596
5E807	MATERIAL SCIENCES CORP	WG	5		\$103,055
78673	SWITLIK PARACHUTE CO	WG	8		\$158,623
7K419	CHANT ENGINEERING CO INC	WG	3		\$101,203
93346	MARCONI AEROSPACE ELECTRONIC	WG	3		\$5,344,744
	13	<b>WG Count</b>	13		
	<b>DCMC Northrop Grumman Baltimore</b>				
1DDP5	NORTHROP GRUMMAN FIELD SUPPORT	WJ	5		\$3,223,228
31442	NORTHROP GRUMMAN CORP	WJ	3	W	\$355,897
	2	<b>WJ Count</b>	2		
	<b>DCMC Baltimore-Richmond</b>				

03956	SPERRY MARINE INC	WN	32		\$2,920,982
0P029	FEORC INC	WN	6	W	\$114,408
13567	ITT INDUSTRIES INC	WN	8		\$24,179,611
	3	<b>WN Count</b>	3		
	<b>DCMC Baltimore-Manassas</b>				
086D5	COMARCO SYSTEMS INC	WV	3		\$408,432
0JLA1	CENTECH GROUP INC THE	WV	4		\$66,215
0X827	SYSTEM SIMULATION SOLUTIONS	WV	8		\$412,426
0YBC6	MACGREGOR/USA/INC	WV	4	W	\$8,166,329
17038	BOOZ ALLEN AND HAMILTON INC	WV	13		\$147,370
1FD95	TRIDENT SYSTEMS INC	WV	11		\$129,041
2R341	RADIAN INC	WV	3	W	\$725,913
2U954	MANTECH SYSTEMS ENGINEERING	WV	15		\$1,795,074
48662	ADVANCE INC	WV	3		\$73,485
4D400	DELEX SYSTEMS INC	WV	3	W	\$7,065
4W632	AMERICAN ELECTRONICS INC	WV	3		\$28,937
50406	SENSYS TECHNOLOGIES INC	WV	9		\$1,170,441
56053	LOGICON INC	WV	3		\$337,370
61443	AMERICAN SYSTEMS CORP	WV	5	W	\$192,711
6V663	LSA INC	WV	3		\$69,972
	15	<b>WV Count</b>	15		
	<b>DCMC Denver</b>				
06401	L-3 COMMUNICATIONS CORP	YD	12		\$4,373,877
0B024	VEXCEL CORP	YD	5		\$27,312
0BHX7	TDA RESEARCH INC	YD	7		\$75,611
0E0U8	PATHFINDER SYSTEMS INC	YD	3		\$38,688
0ZVL9	SILICON MOUNTAIN DESIGNED INC	YD	6		\$160,878
13993	BALL AEROSPACE AND	YD	3		\$26,978
1DA92	AEROSPACE ENGINEERING	YD	4		\$409,446
1DF57	ELECTRIC POWER EQUIPMENT CO	YD	9		\$941,281
3P140	WOERNER ENGINEERING INC	YD	9		\$255,825
58691	LOCKHEED MARTIN CORP	YD	3		\$258,830
65239	WESTEST ENGINEERING CORP	YD	7		\$3,058,012
	11	<b>YD Count</b>	11		
	<b>DCMC St. Louis</b>				
11934	SEILER INSTRUMENT AND MFG CO	YS	4		\$30,494
14555	ADVANCED INDUSTRIES INC	YS	7		\$768,389
14578	PRIMEX AEROSPACE CO	YS	8		\$15,485,226
1FC16	SURFACES RESEARCH & APPLICATION	YS	6		\$25,513
90598	ENGINEERED AIR SYSTEMS INC	YS	14		\$4,342,101
98255	SYSTEMS AND ELECTRONICS INC	YS	25		\$12,333,671
	6	<b>YS Count</b>	6		
	<b>DCMC Twin Cities</b>				
07YP8	GDO INC	YT	3		\$47,000
0L743	NONVOLATILE ELECTRONICS INC	YT	3		\$66,129
10941	CARVER PUMP CO	YT	3		\$240,304

7J015	PRIBBS STEEL AND MFG INC	YT	3		\$303,035
7R332	PERSONNEL DECISION RESEARCH	YT	8		\$61,762
94580	HONEYWELL INC	YT	18	W	\$519,029
	6	<b>YT Count</b>	6		
	<b>DCMC Wichita</b>				
071F9	NANTEK INC	YW	3		\$18,015
16275	LABARGE INC	YW	6		\$268,476
	2	<b>YW Count</b>	2		
98484	ARCON CORP	-	-	4	<b>\$42,860</b>
			<b>2907</b>		
	<b>Total Contractors: 361</b>	<b>Grand Count</b>	361		

TO (CONTRACTOR)

The Defense Contract Management Command and the Defense Finance and Accounting Service (DFAS) have begun to deploy an innovative World-Wide Web (WWW) based progress payment billing method which will speed processing of progress payment requests. This process uses DFAS' Web Invoicing System (**WInS**) to generate an Electronic Data Interchange (**EDI**) Progress Payment Request. Since you have several contracts with progress payments, the **WInS** module is especially suited to you.

The **WInS** application provides an alternative to the Value Added Network (VAN) method for submitting an **EDI** progress payment request, with several advantages:

- Easy registration and set up, typically taking three business days or less

- No software or hardware expenses, other than what would normally be needed for connectivity to the Internet.

- No transaction costs, other than what is required for Internet access.

- Faster and more accurate payment processing.

With these advantages, **WInS** is especially suitable for contractors which submit small or moderate numbers of progress payments each month, although it is also effective for contractors with many progress payment requests.

Electronically submitted payment requests can be paid faster than those submitted on paper. Using **EDI**, the average payment cycle time for progress payments has been reduced from 15 days to 4 days, and typically with reduced error rates and increased contractor cash flow.

The **WInS** application is very easy to use. After registering onto the system, and completing a simple transaction testing process, you can begin submitting progress payment requests. The whole initialization procedure can be completed within days.

The progress payment requesting process is equally simple. It involves logging on to the **WInS** Internet site, entering the data into screens that replicate the Request For Progress Payments (Standard Form 1443), and submitting the

progress payment request. The turnaround time, from request to payment, usually improves significantly.

This is a very important payment process enhancement, and I encourage you to use this method for progress payment submissions. Your ACO will be contacting you shortly to discuss whether you intend to use EDI progress payments. In the meantime, please examine the WInS module by logging into the DFAS WInS site, at <https://ecweb.dfas.mil/notes.html>. This site also provides registration information.

If you have any questions, please contact your ACO, Mr./Ms. Xxx, at (telephone number). We are convinced that EDI progress payments offer significant efficiencies for your company, as well as for the Government, and we look forward to working with you on this initiative.

Sincerely,

CAO COMMANDER



## **EDI PROGRESS PAYMENT**

### **REPORT OF HIGH VOLUME CONTRACTOR FOLLOW UP CONTACT**

(Attachment 3)

**Instructions to CAO Commander:** Prepare this report on your follow up contact for each progress payment contractor. If the contractor declines to use EDI, please include the reason. Before submitting this report to District Progress Payment Process Champion, please include comments from your Senior Functional Advisor and the ACO, to explore possible solutions to contractor's concerns.

**Contractor Name:** \_\_\_\_\_

**CAGE:** \_\_\_\_\_

**Date of contact:** \_\_\_\_\_

**Does the contractor agree to use EDI? If so, when will the contractor begin?**

**Contractor's explanation for declining to use EDI progress payments**  
(provide specific details): .....

**ACO Name:**

Email:

**CAO Commander:**

Email:

**Submit to District Process Champion:**

**DCMDE:** Barbara O'Connell, [boconnell@dcmde.dla.mil](mailto:boconnell@dcmde.dla.mil), telephone: (617) 753-4439

**DCMDW:** Larry Andrews, [landrews@whq.dcmdw.dla.mil](mailto:landrews@whq.dcmdw.dla.mil), telephone: (310) 900-6546

**DCMDI:** Charlene Hammaker, [charlene\\_hammaker@hq.dla.mil](mailto:charlene_hammaker@hq.dla.mil)

Telephone: (703) 767-2792

cc: Kevin Carroll, DCMCC-J, [kcarroll@dcmde.dla.mil](mailto:kcarroll@dcmde.dla.mil), telephone (617) 753-3092

cc: Timothy Frank, DCMC-OA, [tim\\_frank@hq.dla.mil](mailto:tim_frank@hq.dla.mil), telephone (703) 767-3431

## **Standard Electronic Processing System (SEPS)**

### **Set up Checklist**

(Attachment 4)

1. Ensure SEPS installed at DCMC Site on Local Server
2. SEPS administrators for local site identified (Should be either an ACO team member or a 334)
3. Install SEPS PC Client on ACO team PCs
4. Add USERS to SEPS (ACO /Contract Administrator)
5. Establish USERS passwords in SEPS
6. Contracts / routing assigned to ACO
7. Add data on existing contracts / payments to SEPS history file
8. ACO establishes electronic signature in SEPS
9. Review SEPS manual Chapter 4, "SEPS for Windows Processing Prog Pay Process Options"